



# **Landmark Commission**

**City Building**

222 Meigs Street  
Sandusky, Ohio 44870

**January 16th, 2019  
1ST FLOOR CONFERENCE ROOM  
4:30 P.M.  
AGENDA**

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1. Meeting called to order – Roll Call
  2. Review minutes from the December 19<sup>th</sup>, 2018 meeting
  3. Discussion regarding proposed amendments to the Downtown Sandusky Design Review Guidelines
  4. Other business
  5. Meeting Adjourned

**NEXT MEETING: February 20<sup>th</sup>, 2018**

**Please notify staff at least 2 days in advance of the meeting if you cannot attend. Thank you.**

Landmark Commission  
December 19<sup>th</sup>, 2018  
Meeting Minutes

The Chairman called the meeting to order at 3:36PM. The following members were present: Mr. Jon Lawrence, Chairman Michael Zuilhof, Mr. Joe Galea, Mr. Griffith, and Dr. Tim Berkey. Mr. Greg Voltz and Mr. Horsman represented the Planning Department; Mr. Trevor Hayberger represented the Law Department; and Casey Sparks, Clerk. There were 5 voting members present.

Mr. Galea moved to approve the minutes from February 20, 2018, March 20, 2018, April 25, 2018; Mr. Griffith seconded the motion.

Dr. Berkey moved to approve the minutes from November 28<sup>th</sup>, 2018 with the proposed changes indicated, Mr. Griffiths second the motion.

Mr. Horsman stated that the proposed amendment changes to Chapter 1161 of the Planning and Zoning Code were presented to the Landmark Commission and Planning Commission last month, staff has made some revisions and is seeking approval of the amendments this evening. Specifically there was clarification regarding the designation of a landmark. In Section 1161.03 (b) there was discussion regarding Landmark Commission meetings, staff revised the section to state the Commission will meet monthly or as the Landmark Commission determines. Section 1161.07 (e) discusses the criteria for demolition which has remained the same. In section 1161.07(f) there was language added stating that the property owner would need to try to find alternative uses for the property before demolishing. Section 1161.07(b) discusses giving landmark commission the ability to grant authority of staff to review. Staff added language that states that the Landmark Commission has the authority to resend this authority from staff. In addition the word Sandusky was removed in front of Landmark Commission throughout the chapter. In Section 1161.11 subsection B was added. Staff requests that an addition be made to this, the current proposal states that the landmark Commission may notify the department of code compliance regarding a property owner that is not currently in compliance with the maintenance requirements of Chapter 1161. Staff would like to add the Building Department to this section. Staff wanted to reiterate the ability to enforce the building code and assure that a penalty is consistent with the penalty referenced within the zoning code.

The State Historic Preservation Office has provided feedback and has approved all proposed changes.

Mr. Griffiths mentioned that they adopt the proposed amendment changes to 1161 of the Planning & Zoning Code as recommended by staff; Mr. Lawrence seconded the motion.

Mr. Griffiths stated that he is pleased with the changes and would suggest moving forward with approval.

Mr. Galea stated that he has a suggestion for both staff and Landmark Commission. In Section 1161.07(a) the ordinance covers what structures require Certificate of Appropriateness, for clarity in section (a) the ordinance should substitute the word building for sites, historic buildings have been used differently thru the chapter. Mr. Galea stated that he suggests adding structures and sites.

Mr. Griffiths stated that that Commission should consider possibly adding the definition of sites to the ordinance.

Mr. Horsman stated that sites are defined under Section C of the definitions. Mr. Horsman stated that Staff would agree with addition structures.

Mr. Griffiths stated that Section 1161.02(d) buildings should be used synonymously with structures as otherwise noted.

Mr. Galea moved to amend the motion to include structures in 1161.07(a) and building department be added to Section 1161.11 (b); Mr. Lawrence seconded the motion. The motion to amend was approved unanimously.

The clerk took the role on the amended motion and it was unanimously approved.

Mr. Voltz stated that Jeff Foster has submitted an application for exterior alteration to the Huntly Building located at **131 East Market Street**. The property located at 127-134 East Market Street is a contributing building within the downtown commercial historic district. The applicant has proposed 49 sq. ft. of signage at this elevation. The signage will be to designate the main entry into the 'Marketplace at the Cooke' as well as other smaller accessory signs to show the retailers within the market place. The material is a black panel background with a raised white lettering. The applicant also proposes to place several wall mounted lighting fixtures along the northern elevation that is line with the Downtown Sandusky Design Review Guidelines as they are simple in design and modest in size. Mr. Voltz stated that in conclusion staff would recommend a certificate of appropriateness for the proposed signage and signage lighting.

Mr. Griffiths motioned to grant a Certificate of Appropriateness for the proposed signage at 131 E. Market Street; Mr. Lawrence seconded the motion.

Mr. Zuilhof stated that he was excited about the progress and is neat to see the appeal of the building being revealed again.

The clerk called the role and the motion was unanimously approved.

### **Other Business**

Mr. Horsman stated that at the last meeting the committee ask for a list of all of the historic properties within the city, this will be provided that to the Commission.

Mr. Zuilhof ask who would be reviewing the BGSU plans as it is outside of the Landmark district, Mr. Zuilhof ask staff if this been through design review process.

Ms. Byington stated that if Planning Commission approves the site plan application staff will approve the Certificate of Appropriateness. Staff will speak to the Design Review elements at the Planning Commission meeting.

Mr. Lawrence made a motion to adjourn the meeting; Mr. Galea seconded the motion.

The meeting was adjourned at 4:22PM.

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Casey Sparks, Clerk

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Michael Zuilhof, Chairman



CITY OF SANDUSKY, OHIO  
PLANNING DEPARTMENT

# LANDMARK COMMISSION REPORT

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## AMENDMENTS TO THE DOWNTOWN SANDUSKY DESIGN REVIEW GUIDELINES

Reference Number: LC-1-19

Date of Report: January 10, 2019

Report Author: Tom Horsman, Assistant Planner



# City of Sandusky, Ohio

## Landmark Commission Report

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### BACKGROUND INFORMATION

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The City of Sandusky has submitted the following application, below is the information that is relevant to this application:

Applicant: City of Sandusky  
222 Meigs Street  
Sandusky, Ohio 44870

Applicable Plans & Regulations: City of Sandusky Downtown Design Review Guidelines

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### DESCRIPTION

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The City Commission created the Downtown Design Review District in order to 1) maintain and enhance the distinctive character of the Downtown by safeguarding the architectural integrity of the various period structures within it, and to prevent intrusions and alterations within this district that would be incompatible with this established character, 2) maintain and enhance the distinctive character of the properties in the Downtown by safeguarding the architectural integrity of the various period structures, and 3) to provide for a means of design review for other aspects of community development within the Downtown area that will be of any assistance in achieving a more pleasing environment for the residents of and visitors to the City, as well as prospective businesses and developers.

**Purpose:** There are two proposed amendments to the Downtown Sandusky Design Review Guidelines. The first is changing the name of the guidelines to the Sandusky Preservation Design Guidelines, to be in accordance with language in the Landmark Preservation chapter of the Zoning Code. The second is regarding outdoor patio fencing in downtown Sandusky. In order to maintain the historic character of the area, the Landmark Commission has expressed a desire to regulate patio fencing and ensure that the design of such fencing is visually consistent throughout downtown. The proposed amendment is also intended to ensure that the fencing is made of durable materials so that it remains in a state of good repair as best as possible.

**Items for Consideration:** Amendments to the **Downtown Sandusky Design Review Guidelines.**

- 1) The name of the guidelines shall be changed from the Downtown Sandusky Design Review Guidelines to the Sandusky Preservation Design Guidelines.
- 2) The Fencing, Walls, and Screening of Outside Storage Areas section of the Guidelines shall state the following. Proposed amendment is colored in red.

**Guidelines:**

- Repair and maintain historic fencing materials, especially cast- and wrought-iron fences.
- **Outdoor fencing on commercial patios shall be made of metal (wrought iron, aluminum, or steel) and colored black. The fences shall be at least 50% open to allow visibility to and from the street and they shall not create visual or physical obstacles or hazards to adjacent buildings or pedestrian travel.**
- Try to solve privacy and security needs with traditional wood or metal materials, as well as through landscaping. Avoid masonry walls.
- In fence construction, use traditional forms: picket fences are appropriate, as are plain board fences (vertical boards nailed side by side on parallel stringers). For side yards, traditional loop-top wire fencing is both available and appropriate, as is simple iron fencing in historic designs.
- Wood fences should be painted or stained with an opaque stain compatible with the house's colors and should not be left to weather.
- Avoid inappropriate fence designs such as chain link, stockade, shadow board, basket weave, and other contemporary designs.
- Never use electric fences, barbed wire or razor ribbon fencing.
- Always place the front side of the fence toward the street; the structural posts and stringers should be on the inside of the fence.
- Keep high fencing at the rear of the property, with lower fences near the front of the lot. Avoid obscuring views of the building; consider holding the fence back somewhat from the street or sidewalk, and providing a small planting strip to soften the visual impact of the fence. A maximum fence height of three to four feet along the street is most appropriate; rear yard fences should be a maximum of six feet high.
- Remember that any fence over six feet in total height will require a zoning variance.
- Outside areas used for the storage of equipment and materials, dumpsters, other trash receptacles, and utility boxes/HVAC units should be screened from street view using appropriate fencing, walls, and/or evergreen landscaping materials.

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**CONCLUSION/RECOMMENDATION**

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In conclusion, planning staff recommends that Landmark Commission recommend the proposed amendments to the Planning Commission.



# Sandusky Historic and Landmark Properties

Property Name	Address	Category	Designation
Adams Street Double House	106-108 E. Adams St.	BUILDING	NATIONAL
Barker School	1925 Barker St.	BUILDING	NATIONAL
Barney, Freeland T., House	215-213 Fulton St.	BUILDING	NATIONAL
Bates-Cockrem House	325 Lawrence St.	BUILDING	NATIONAL
Bavarian Brewery	1816-1820 W. Jefferson St.	BUILDING	NATIONAL
Beecher, Lucas, House	215 W. Washington Row	BUILDING	NATIONAL
Bing's Hotel	302 E. Water St.	BUILDING	NATIONAL
Boalt, John, House	631 Wayne St.	BUILDING	NATIONAL
Boeckling Building	103-105 W. Shoreline Dr.	BUILDING	NATIONAL
Boeckling, G. A., House	614 Columbus Ave.	BUILDING	NATIONAL
Boy with the Boot Fountain	W. Washington St. Park	OBJECT	NATIONAL
Cable Park Historic District	1103-1234 Wayne St.	DISTRICT	NATIONAL
Cable, Frank, House	809 W. Washington St.	BUILDING	NATIONAL
Cable, Laurence House	910 W. Monroe St.	BUILDING	NATIONAL
Campbell School	1215 Campbell St.	BUILDING	NATIONAL
Carnegie Library	114 W Adams St.	BUILDING	NATIONAL
Cedar Point Light	Cedar Point	BUILDING	NATIONAL
Coliseum	Cedar Point	BUILDING	NATIONAL
Columbus Avenue Historic District	102-162 Columbus Ave.	DISTRICT	NATIONAL
Commercial Banking & Trust Co.	115 E. Washington Row	BUILDING	NATIONAL
Converse-Mertz Apartments	301-303 E. Washington St.	BUILDING	NATIONAL
Cooke, Eleutheros, House	410 Columbus Ave.	BUILDING	NATIONAL
Cooke, Eleutheros, House	1415 Columbus Ave.	BUILDING	NATIONAL
Cooke-Robertson House	412 Columbus Ave.	BUILDING	NATIONAL
Curtis, William D., House	1411 Hayes Ave.	BUILDING	NATIONAL
Dentzel, William H., 1921 Carousel	Cedar Point	STRUCTURE	NATIONAL
Dentzel, William H., 1924 Carousel	Cedar Point	STRUCTURE	NATIONAL
Doerzbach, George J., House	1208-1210 Central Ave.	BUILDING	NATIONAL
Downtown Historic District		DISTRICT	NATIONAL
Emmanuel Church	334 Columbus Ave.	BUILDING	NATIONAL
Engels And Krudwig Wine Company Buildings	220 E. Water St.	BUILDING	NATIONAL
Engels, Herman, House	117 Hancock St.	BUILDING	NATIONAL
Engine House No. 1	901 W. Market St.	BUILDING	NATIONAL
Engine House No. 3	725 Sycamore Line	BUILDING	NATIONAL
Erie County Jail	204 W. Adams St.	BUILDING	NATIONAL
Erie County Office Building	1202 Sycamore Line	BUILDING	NATIONAL
Erie County Oil Products Co.	649 Tiffin Ave.	BUILDING	NATIONAL
Exchange Hotel	202-204 E. Water St.	BUILDING	NATIONAL
Facer's Store	279 E. Market St.	BUILDING	NATIONAL
Feick Building	158-160 E. Market St.	BUILDING	NATIONAL
First Church of Christ Scientist	128 E. Adams St.	BUILDING	NATIONAL
First Congregational Church	431 Columbus Ave.	BUILDING	NATIONAL
Follett-Moss-Moss Residences	404, 414, 428 Wayne St.	BUILDING	NATIONAL
Fox's Brewery-Diamond Wine Co.	334 Harrison St.	BUILDING	NATIONAL
Godfrey-Johnson House	417 Columbus Ave.	BUILDING	NATIONAL
Grace Episcopal Church	315 Wayne St.	BUILDING	NATIONAL



# Sandusky Historic and Landmark Properties

Property Name	Address	Category	Designation
Graefe, Henry, House	1429 Columbus Ave.	BUILDING	NATIONAL
Great American Racing Derby	Cedar Point	STRUCTURE	NATIONAL
Harper, Rice, House	403 E. Washington St.	BUILDING	NATIONAL
Hemminger Saloon	333 W. Market St.	BUILDING	NATIONAL
Hinde & Dauch Paper Co.	407 Decatur St.	BUILDING	NATIONAL
Hinde & Dauch Paper Co.	401 W. Shoreline Dr.	BUILDING	NATIONAL
Hinde & Dauch Paper Co.	409 W. Water St.	BUILDING	NATIONAL
Hinde, James J., House	317 Fulton St.	BUILDING	NATIONAL
Holy Angels Church	428 Tiffin Ave.	BUILDING	NATIONAL
Hotel Rieger	232 Jackson St.	BUILDING	NATIONAL
Hubbard, Lester, House	134 E. Adams St.	BUILDING	NATIONAL
Hubbard, S. B., House	1205 Columbus Ave.	BUILDING	NATIONAL
Independent Order of Odd Fellows Temple	231 W. Washington Row	BUILDING	NATIONAL
Jackson Jr. High School	414 W. Madison St.	BUILDING	NATIONAL
Kerber's Marine Grocery	1006 Tiffin Ave.	BUILDING	NATIONAL
Kingsbury Building	238-240 Columbus Ave.	BUILDING	LOCAL
Kuebeler, August, House	1319 Tiffin Ave.	BUILDING	NATIONAL
Kuebeler-Stang Block	634 Hancock St.	BUILDING	NATIONAL
Lane, Ebenezer, House	318 Huron Ave.	BUILDING	NATIONAL
Lea Block	174-186 E. Market St.	BUILDING	NATIONAL
Lotz, Henry, Stone	1119 W. Washington St.	BUILDING	NATIONAL
Mad River Block	1002-1018 W. Adams St.	BUILDING	NATIONAL
Mallory, Ogden, House	410 Warren St.	BUILDING	NATIONAL
March, George, House	532 Wayne St.	BUILDING	NATIONAL
Marshall, James E., House	514 Wayne St.	BUILDING	NATIONAL
McKenster-Groff House	334 E. Washington St.	BUILDING	NATIONAL
Melville-Milne, William Gordon, House	319 Lawrence St.	BUILDING	NATIONAL
Mertz, John, House	610 W. Washington St.	BUILDING	NATIONAL
Monroe School	328 E. Monroe St.	BUILDING	NATIONAL
Moss-Foster House	621 Wayne St.	BUILDING	NATIONAL
Muller, Daniel C., Carousel	Cedar Point	SITE	NATIONAL
Murschel House	1221 N. Depot St.	BUILDING	NATIONAL
No. 5 Fire Station	609 Tiffin Ave.	BUILDING	NATIONAL
Old First Church	265 Jackson St.	BUILDING	NATIONAL
Osborne School	922 W. Osborne St.	BUILDING	NATIONAL
Red Popcorn Wagon	102 W. Washington Row	BUILDING	NATIONAL
Root, Joseph, House	231 E. Adams St.	BUILDING	NATIONAL
Ross Hardware	708 Hancock St.	BUILDING	NATIONAL
Sandusky Amtrak Station	1200 N Depot St	BUILDING	NATIONAL
Schine State Theatre	101-109 Columbus Ave	BUILDING	NATIONAL
Second Baptist Church	315 Decatur St.	BUILDING	NATIONAL
Simpson, Walter, House	521 Hancock St.	BUILDING	NATIONAL
Simpson, William A., House	230 E. Washington St.	BUILDING	NATIONAL
Sloane, Rush R., House	403 E. Adams St.	BUILDING	NATIONAL
St. Mary's Catholic Church	429 Central Ave.	BUILDING	NATIONAL
St. Mary's Girls Grade School	514 Decatur St.	BUILDING	NATIONAL

# Sandusky Historic and Landmark Properties

Property Name	Address	Category	Designation
St. Mary's Rectory	429 Central Ave.	BUILDING	NATIONAL
St. Mary's School	410 W. Jefferson St.	BUILDING	NATIONAL
St. Stephens' AME Church	312 Neil St.	BUILDING	NATIONAL
Stang, John, House	629 Columbus Ave.	BUILDING	NATIONAL
Stoffel, Henry, Blacksmith Shop	321 E. Market St.	BUILDING	NATIONAL
Stoll, Adam J., House	531 Wayne St.	BUILDING	NATIONAL
Stone's Block	202 Columbus Ave.	BUILDING	NATIONAL
Sts. Peter & Paul Church and Rectory	510 Columbus Ave.	BUILDING	NATIONAL
Sycamore School	912 Sycamore Line	BUILDING	NATIONAL
Taylor-Frohman House	1315 Columbus Ave.	BUILDING	NATIONAL
Third National Bank	220 W. Market St.	BUILDING	NATIONAL
Townsend, William T., House	515 W. Washington St.	BUILDING	NATIONAL
U.S. Post Office	301 Jackson St.	BUILDING	NATIONAL
Von Schulenburg, Ernst, House	922 W. Adams St.	BUILDING	NATIONAL
Wadsworth, James, House	519 Huron Ave.	BUILDING	NATIONAL
Wagner Palace	804-806 Hayes Ave.	BUILDING	NATIONAL
Water Street Commercial Buildings	101-165 E. Water St. and 10	DISTRICT	NATIONAL
West Market School	211 Fulton St.	BUILDING	NATIONAL
White, Samuel M., House	304 E. Adams St.	BUILDING	NATIONAL
Whitworth Building	232-236 Columbus Ave.	BUILDING	LOCAL
Wichman's Grocery	1118 W. Washington St.	BUILDING	NATIONAL
Willdred Flats	1116 Columbus Ave.	BUILDING	NATIONAL
Zion Lutheran Church	501-503 Columbus Ave.	BUILDING	NATIONAL